

**PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE**  
**BOARD OF DIRECTORS**

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force was held on December 15, 2011, at 9:00 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

Present: Glenn Deviley, Larry Mours, Todd Thomas, Derek Beiderwieden, Nicklaus Craig, Michael Nieft, Ann Watzka, Tom Vandenack, Kevin Tielens, Todd Delain, Robert Kiser, Neil Cameron, Brad Muller

Excused: John Gossage, Jeff Roemer

Absent: Rick Davidson, Jim Arts, Eric Dunning, Ed Janke, Karl Fleury, Kevin Heimerl, John Zakowski, Larry Wilson

Item #1. Adoption of Agenda.

Motion was made by Vandenack and seconded by Beiderwieden to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion was made by Vandenack and seconded by Beiderwieden to approve the minutes of the meeting of September 15, 2011. **Motion carried.**

Item #3. Report of Monthly Activities of the Fire Investigation Unit.

Muller reported that the fire investigation unit was called out to the following fires since the last meeting:

09-13-11 3220 Lotus Ln., Howard (residence/accidental)  
09-24-11 1761 W. Paulson Rd., Ashwaubenon (multi-family/accidental)  
10-19-11 310 W. Pulaski St., Pulaski (single-family residence/arson)  
10-29-11 2270 Manitowoc Rd., Green Bay (multi-family/accidental)  
11-20-11 1450 View Ln., Ashwaubenon (single-family residence/accidental)  
12-02-11 109 W. Pulaski St., Pulaski (business/under investigation)

Item #4. Report of General Membership President.

The last General Membership meeting was held on December 1, 2011, at the Brown County Sheriff's Office. Reviewed changes to bylaws. It was suggested reviewing cases after investigation because not everyone hears the outcome. There was discussion about interns being called out. It was also suggested that the year-end investigator responses sheet should go to the fire chiefs for stats. Nine members of the Task Force attended the fall IAAI conference.

Item #5. Old Business.

A. Approve Larry Mours as Vice-Chairperson of the Board.

Motion made by Kiser and seconded by Vandenack to approve Mours as vice-chairperson of the Board. **Motion carried.**

B. Dispositions of Case Proceedings.

Mours reported that the Denmark fire with the \$2,000,000 claim is still being investigated.

Item #6. New Business.

A. Review Updated Bylaws and Operating Guidelines.

Deviley passed out a CFI timetable. There was discussion that it takes too long to obtain CFI certification and there shouldn't be a time limit of five years as that may not be a sufficient amount of time, so do not put a time limit in the bylaws. However, investigators need to show they are actively pursuing their CFI certification with documentation provided and obtain certification in a reasonable amount of time. Investigators should submit an annual review of their training and education. It was suggested creating a form of what investigators need to be doing to get to CFI certification. Training documents can be kept on file by the training officer at the sheriff's office.

Item #7. Report of Juvenile Firesetter Program Coordinator.

Craig reported that two juveniles went through the program since the last meeting and received education. He also stated that it was brought up at the inspectors meeting to have a psychologist work with us.

Craig stated that Marty King from West Allis Fire will teach a JFS class at \$50 per person if minimum of 20 people sign up.

Craig also reported that the safety house is now located at the Metro Transit garage behind Green Bay Fire Station #2 on University Avenue. Call him if you need to use it. Same procedures apply as before. It was suggested sending Russ Van Rite a thank you letter for letting us store it in his building.

Item #8. Other Matters.

Two members applied for the open investigator position—Angie Cali of Ashwaubenon Public Safety and Bill Tews of the De Pere Fire Department. Watzka and Muller reviewed the

applications. After discussion, motion was made by Muller and seconded by Beiderwieden to recommend Cali as investigator. **Motion carried.**

Received five applications for interns from the Green Bay Police Department with recommendations from their chief. Applications received from Stephanie Thomas, Derek Wicklund, David Steffens, Ryan Meader, and Fred Laitinen. Motion made by Beiderwieden and seconded by Delain to accept all five intern applicants. **Motion carried.**

It was noted that bylaws should reflect that JFS personnel not be counted in the number of interns allowed on the Task Force.

Lieutenant Mike Nieft from the Green Bay Fire Department will now be attending the Board meetings, no longer Watzka.

Muller reported that the fire investigation van broke down at the Pulaski fire. It needs to be replaced. The County Executive thinks there may be some money available. The Task Force chairperson should attend the next Public Safety committee to give Task Force statistics. Also need to find new storage space for the van.

Muller stated he was re-elected in September as the president/coordinator of the General Membership and his term ends in September 2013. He would like to step down as an investigator and would like to recommend Greg Steenbock to replace him. After discussion, it was decided that procedure should be followed in posting the open investigator position and then the interview process and recommendation.

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting was set for Thursday, March 15, 2012, at 9:00 a.m. at the Allouez Fire Department, 135 Dauphin Street, Green Bay, WI.

Item #10. Adjourn.

Motion was made by Craig and seconded by Mours to adjourn the meeting. **Motion carried.**

Respectfully submitted,

Marsha Laurent  
Recording Secretary